GCLM Monthly Project Progress Report

Project Name:	**Grants, Contracts, and Loans Management System**

Reporting Period:	From:	March 1, 2009	To:	March 31, 2009

Audience: Sadie Rodriquez-Hawkins, Jan Marie Ferrell, Polly Zehm, Lynne McGuire, DIS, and ISB

Schedule Status: **[ ] GREEN**   **[ ] YELLOW**   **[X] RED**
(Green = project is on-time; Yellow = project is 10% behind schedule; Red = project is more than 10% behind schedule or a significant risk has arisen that could cause failure of the project)

Budget Status: **[X] GREEN**   **[ ] YELLOW**   **[ ] RED**
(Green = project is on-budget; Yellow = project is 10% over budget; Red = project is more than 10% over budget or a significant risk has arisen that could cause failure of the project)

Risk Status: **[ ] GREEN**   **[ ] YELLOW**   **[X] RED**
(Green = no new risks; Yellow = new risks are level 6 or less; Red = new risks are level 9)

Achievements

- Completed demonstration, post-demonstration analysis, and report of Group #6 for closeout and reporting.

- Installed the interim GCLM system in the OFM environment.

- With OGMA on-site, began orientation and configuration of the installed system.

- Completed a match worksheet for payment design sessions and provided to OGMA.

- Completed design sessions for disciplines, screening, evaluation, scoring, payments, retainage, escrow, and other general topics.

- OFM's Director of Legal Affairs has confirmed that the GCLM system can go ahead and provide a method to allow for electronic signatures for the signatories to the contracts, grants, or loans. This issue (19148) is closed.

- Completed the product analysis to the Sierra's response and discovered alternatives for completing the project.

- Reviewed and responded to issues from Sierra related to agreement numbering, revision marks and tracking, pre-recording of assets, and retainage ambiguities.

- Finalized the logic related to establishing and managing a vendor's payment profile and submitted to OGMA.

Objectives for the next reporting period

- Results of Sierra response review

- Continue on-site configuration

- Update project plans

- Design Sessions

Schedule

Major Milestones and Deliverables for March:

- Completed "Group 6" demonstration, post-demonstration analysis, and report.

- Installed the interim GCLM system in the OFM environment.

Planned Major Milestones and Deliverables	Original	Revised 2009
Pilot		
o Configure System	11/08	1st Qtr.
o Performance Testing		1st Qtr.
o System Testing	11/08	2nd Qtr.
o User Acceptance Testing	12/08	2nd Qtr.
o Re-baseline – Go/No-Go	12/08	2nd Qtr.
o Pilot deployment		2nd Qtr.
ECY – CTED first program implementation	1/09	2nd Qtr.
Rollout to remaining programs (2nd Rollout)	6/09	4th Qtr.
o ECY – CTED program workshops		3rd Qtr.
o Updated design/configuration specifications		3rd Qtr.
o Configure/Test System		4th Qtr.
o User Acceptance Testing & Training		4th Qtr.
o Deploy system		4th Qtr.
Post implementation review	7/09	4th Qtr.

Budget

IT Project Pool:	5,463,810
Project-to-date (7/07 to 3/09)	
* Expense transactions recorded as of April 03	
Salaries/Benefits	860,054
Internal Administrative	321,712
Software Package	690,000
External QA	99,070
External Testing	101,605
Equipment	93,033
Travel	1,938
Goods & Services	6,753
Contracted Developer	13,558
Total Expense:	**2,187,723**
Project Balance:	**3,276,087**

Issues

1) Schedule risk of at least 8-10 weeks; cure letter issued to Sierra with their response due and OFM received on March 20, 2009.

2) The required daily hours/progress reporting has not been provided by Sierra since February 5, 2009, for the GCLM configuration effort. The Sierra Project Manager acknowledges that they are out of compliance with the contract terms. The progress tracking and reporting is being impacted while the Sierra/OGMA teams work through the GCLM schedule delay issue that has been identified, documented, and reported to OFM and the GCLM Steering Committee. This data is imperative to provide an accurate updated project plan for the remaining efforts.

Risks

Newly discovered or re-arisen, including Risk Severity Indicator
No new risks discovered.